

Housekeeper job description

Updated October 17, 2026. Written and reviewed by the HRTally Research Team. Replace everything in [brackets].

Details

- Department: [Department]
- Reports to: [Manager title]
- Location: [City, State, or remote]
- Employment type: [Full-time, part-time, or seasonal]
- FLSA status: Nonexempt
- Pay range: [\$X to \$Y per hour]

About [Company]

[Two or three sentences about what your company does, who it serves, and why people like working here.]

Job summary

We're hiring a housekeeper to clean and refresh [guest rooms, patient rooms, or common areas] to a high standard, so every guest walks into a space that feels spotless and safe.

What you'll do

- Clean and sanitize rooms, bathrooms, and common areas to company standards.
- Change linens, make beds, and restock supplies and amenities.
- Vacuum, dust, mop, and remove trash.
- Report maintenance issues, safety concerns, and lost items.
- Use cleaning chemicals safely according to labels and training.
- Respect guest privacy and property.
- Keep carts and storage areas organized and stocked.
- Follow infection control procedures in healthcare settings.

What you'll need

- Ability to stand, bend, push carts, and lift up to 30 pounds for the full shift.
- Attention to detail and pride in clean work.
- Reliability and good attendance.
- Availability for [shifts], including weekends.

Nice to have

- Previous hotel, healthcare, or commercial cleaning experience.
- Second language spoken by our team or guests.

Skills

Thoroughness, Time management, Chemical safety, Physical stamina, Discretion, Teamwork.

Physical demands and work environment

Hotel or facility. Requires standing, bending, kneeling, pushing carts, lifting up to 30 pounds, and using cleaning chemicals with protective equipment provided.

Pay and benefits

[\$X to \$Y per hour], based on experience and location. [List benefits, such as health insurance, retirement plan match, paid time off, and training.]

Equal opportunity

[Company] is an equal opportunity employer. We consider all qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, genetic information, veteran status, or any other status protected by law. If you need a reasonable accommodation to apply or interview, contact [name] at [email or phone].

Hiring notes for HR and the hiring manager

Pay data

- Median hourly wage: \$17.07 (BLS OEWS, May 2025, SOC 37-2012, Maids and housekeeping cleaners).
- Median annual equivalent: \$35,510 (hourly median x 2,080 hours).
- Mean annual wage: \$37,080.
- Check state and metro data at bls.gov/oes before setting your range, and include the range in postings where the law requires it.

Exempt status and legal notes

FLSA status: Nonexempt (overtime eligible). Duties and pay decide overtime eligibility, not the job title.

Housekeepers are nonexempt and must be paid for all time worked, including required meetings and time spent getting carts ready. OSHA's Hazard Communication Standard requires training on the chemicals employees use and access to safety data sheets. Several cities require hotels to provide panic buttons to room attendants, and some limit daily room quotas or square footage. Healthcare housekeeping also involves bloodborne pathogen training.

How to customize it

- State the typical room quota or cleaning area per shift.
- Describe safety measures, such as panic buttons and lifting equipment.
- Say whether you provide uniforms.
- List shift times clearly.

Interview questions

1. How do you make sure you don't miss anything when cleaning a room?
2. What would you do if you found a guest's valuables left in a room?
3. How do you handle chemicals safely?
4. Tell me about a time you had more rooms than usual. How did you manage?

Before you post

- Separate required from preferred. Required means you won't hire without it. Everything else is preferred. Long required lists screen out qualified people.
- Describe physical demands and environment. Lifting, standing, shifts, travel, noise, temperature. This sets honest expectations and supports an ADA essential functions record.

- State the pay range. Required in a growing list of states and cities, and expected by candidates everywhere else.
- Say exempt or nonexempt. Decide based on duties and salary before you post, and keep the classification consistent with how you pay.
- Name required licenses and checks. Licenses, certifications, background checks, drug tests, and driving record reviews, with the timing of each.
- Add the accommodation and EEO statement. Tell candidates how to request a reasonable accommodation, and include your equal opportunity statement.

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